



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY SUPPORT ACTIVITY AREA III
UNIT #15716
APO AP 96271-5716

REPLY TO
ATTENTION OF

EANC-HG-PA-CC (100)

17 July 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: US Army Support Activity Area III Policy Memorandum #38, Army Substance Abuse Program (ASAP)

1. This policy **supersedes** USASA AIII Policy Memo #38, SAB, dated **30 May 2000**.
2. **REFERENCES:**
 - a. AR 600-85, Army Substance Abuse Program, 1 Oct 01.
 - b. Eighth Army Policy Letter #11, Substance Abuse Prevention and Deterrence, 8 Aug 01.
 - c. 19th TSC Alcohol and Drug Abuse Policy 49-02, 20 Mar 02.
3. **PURPOSE:** This memorandum establishes a policy for establishing an Army Substance Abuse Program (ASAP) within each unit in Area III.
4. **SCOPE:** This memorandum applies to all military units and personnel assigned, attached, or OPCON to US Army Support Activity Area III.
5. **POLICY:**
 - a. Referral: A soldier whose alcohol or other drug abuse surfaces through Military Police Desk Blotter Reports (DA Form 3997), via a Medical Consultation (SF Form 513), a positive urinalysis report, or through self identification will be referred to the Community Counseling Center (CCC) and will attend an initial screening interview at the CCC. Indicators of abuse include failure to pass a field sobriety test, refusal or deferral of a test due to apparent intoxication, and any soldier whose blood alcohol levels indicate impairment for duty (.05) or legal intoxication (.10). Other indicators include any complaint involving possession, sale or use of drugs, a drunk driving charge, or suicidal gesture involving alcohol or drug use. Referral should occur within 4 duty days after identification and consists of the soldier receiving a scheduled initial screening appointment with the CCC. Mandatory referral and screening does not override the commander's authority to decide whether soldiers should enroll in the ASAP.

b. Enrollment:

(1) The ASAP remains a commander's program. Enrollment in either track of the ASAP rehabilitation requires the signed approval of the soldier's company commander. In all cases the company commander is the deciding authority for who is to be enrolled, what track of rehabilitation they will be afforded, and the characterization of their rehab effort as a success or failure. Company commanders will make enrollment decisions based upon the following critical factors:

(a) The perceived potential of the subject soldier to render full and effective career service assuming successful rehabilitation.

(b) The recommendations of professional treatment staff.

(c) The ability of the unit to sustain the short-term costs of rehabilitation in the interest of its long-term advantages.

(2) Soldiers enrolled in Track II will be afforded a term of outpatient rehabilitation of at least 30 days but not to exceed 360 days. All ASAP treatment will be accomplished at the CCC.

(3) Soldiers enrolled in Track III will be in the program for a mandatory 360 days. The first six weeks will be accomplished at the Alcohol Treatment Center (ATC), 121st Evacuation Hospital. The balance of care will involve weekly sessions at the CCC, meetings of Alcoholics Anonymous (AA) as prescribed, and medical checkups as directed.

c. Unit Prevention Leaders:

(1) IAW AR 600-85, unit commanders must appoint one or more soldiers, grade E-5 or above, to serve as Unit Prevention Leaders (UPLs). These soldiers should possess sufficient skill, integrity, and maturity to carry out the highly sensitive duties required as well as have a minimum of 8 months retainability to stabilize the position. UPLs need access to a computer with Camp Humphreys intranet capability and need to have an official USFK Army e-mail address. UPLs manage their unit alcohol and drug prevention programs to include supervising collection and transportation of urine specimens, providing unit soldiers quarterly alcohol and drug abuse prevention training, and assisting the commander in the identification, referral, and enrollment of soldiers needing ASAP services.

(2) Every soldier considered for appointment as a UPL must have a criminal background check. The check prevents appointment of individuals who have prior records for drug possession, sale or use, DUI's, black marketing, or any offense considered a felony. A previous release from the ADAPCP for unsatisfactory progress in a current enrollment also disqualifies an individual from serving as UPL. Do not appoint soldiers who fail these criteria.

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(3) The Area III ASAP administrative staff will assist UPLs with on-site quality assurance of urinalysis collection procedures and inspection of established ASAP procedures and SOP's. UPLs should contact the ASAP at least two weeks in advance for on-site services. The ASAP also conducts monthly qualifying training for UPLs. Every UPL should receive this training with 30 days of appointment and at one-year intervals thereafter.

d. Unit Alcohol and Drug Abuse Prevention Training:

(1) Reporting requirements of referenced regulations require every UPL, to provide information to the Alcohol and Drug Control Officer (ADCO) on substance abuse prevention and awareness classes conducted within the unit. All soldiers will receive one hour of substance abuse prevention and awareness training per quarter.


(2) A memorandum to accomplish the reporting requirement is attached.

(3) The Education Coordinator (EDCO) for the Area III ASAP is available to help UPLs put together effective training with audio-visual and printed materials. The EDCO can be reached during normal duty hours at 753-7361.

6. Commanders with questions regarding ASAP procedures can call the ADCO at the CCC during normal duty hours.

7. **POC** for this policy is the Alcohol and Drug Control Officer at **753-7367**.

Encl


MICHAEL D. CLAY
COL, IN
Commanding

DISTRIBUTION:
A&B

(Office Symbol)

date

MEMORANDUM FOR ADCO (EANC-HG-PA-CC), USASA AIII, APO AP 96271-5716

SUBJECT: Quarterly Drug and Alcohol Abuse Training

1. Reference USASA AREA III Policy Memorandum #38, Army Substance Abuse Program, dated _____.

2. This memorandum is to certify that in accordance with the reference listed above, unit Alcohol and Drug Abuse Training was conducted on _____, as described below:

a. Unit:

b. Class Title:

c. Number Assigned/Present:

d. Instructor/Trainer:

e. Length of Class:

3. A copy of this memorandum will be kept on file with the Unit Prevention Leader for one year from the date of the class for inspection purposes.

Commander's Signature Block

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